

BOARD OF SUPERVISORS COUNTY OF LOS ANGELES

383 KENNETH HAHN HALL OF ADMINISTRATION / LOS ANGELES, CALIFORNIA 90012

MEMBERS OF THE BOARD

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YVONNE B. BURKE
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MICHAEL D. ANTONOVICH

JOANNE STURGES, ACTING EXECUTIVE OFFICER
(213) 974-1411

April 4, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

CONFLICT OF INTEREST AND DISCLOSURE CODE (ALL DISTRICTS) (3-VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the Conflict of Interest and Disclosure Codes for Compton Unified School District, Crescenta Valley Water District, Pomona-Walnut-Rowland Joint Water Line Commission, and Tri-Cities Regional Occupational Program to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommendations are necessary in order to comply with the provisions of the Political Reform Act of 1974. In accordance with the Act, the Board of Supervisors must approve a Conflict of Interest and Disclosure Code for each local government agency for which the Board of Supervisors is the code reviewing body.

Pursuant to Government Code Section 87300, every agency must adopt and promulgate a Conflict of Interest and Disclosure Code that, as the code reviewing body for Los Angeles County, the Board of Supervisors must approve before the code can then take effect. In addition, pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when such amendments are necessitated by changed circumstances.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County Strategic Goal of Workforce Excellence.

The proposed amendments to these Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which designated employees are required to disclose financial interests at a level appropriate to their decision-making authority. These employees make or participate in the making of decisions that may have a foreseeable material effect on a financial interest. Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The code review staff recommends that your Board approve the newly adopted or amended Conflict of Interest and Disclosure Codes for the agencies listed below, pursuant to Government Code Section 87300.

Substantive Changes:

Compton Unified School District

- Changes the titles of six (6) positions.
- Renumbers a disclosure category.
- Creates a new disclosure category for *Director, Employer/Employee Relations; Senior Director, Human Resources Certificated Personnel; Senior Director, Human Resources and Employee Development; Director of Personnel Commission; and Personnel Commissioners.*
- Modifies disclosure categories by omitting the definitions of investments and income.

Substantive Changes (continued)

Crescenta Valley Water District

- Deletes non-applicable disclosure categories for the Members of Board of Directors and the Secretary/Treasurer under Public Officials Who Manage Public Investments.
- Modifies disclosure category by omitting the definition of investment.

Pomona-Walnut-Rowland Joint Water Line Commission

- Adds *Alternate Commissioners* to the code.

Tri-Cities Regional Occupational Program

- Deletes *Purchasing Specialist* from the code.
- Adds *Director of Programs & Operations*; and *Director of Curriculum & Instruction* to the code.
- Modifies disclosure categories by omitting the definitions of investments and income.

IMPACT ON CURRENT SERVICES

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 and will require the individuals designated in each agency's code to disclose appropriate economic interests in their Statements of Economic Interests.

Respectfully submitted,

JOANNE STURGES
ACTING EXECUTIVE OFFICER

JS:DG:gs

Attachments (4)

c: Chief Administrative Officer
County Counsel

Conflict of Interest Code
of the

COMPTON UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

COMPTON UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all income from, investments in, and business positions with any district employee, any agent or employee association representing and such employee, and business positions with, investments in or income from any entity owned or controlled by such employee or any such employee's spouse or other financial dependent.

CATEGORY 6

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

COMPTON UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Member	1, 2, 3
Superintendent	1, 2, 3
Deputy Superintendent, Instructional Services	1, 2, 3
Associate Superintendent, - Cluster A/B	1, 2, 3
Associate Superintendent, - Cluster A/C	1, 2, 3
Associate Superintendent, Business Services	1, 2, 3
Associate Superintendent, Curriculum Design and Instructional Improvement	4
Director of ROP/Vocational Education/School to Work Programs	4
Principal Alternative Education	4
Senior Director - Fiscal Services	4
Director, Special Projects	4
Senior Director, Nutrition Services	4
Administrator, Technology/Staff Development	4
Director, Transportation Services	1, 4
Director, Purchasing Services	4
Director, Employer/Employee Relations	5
Director, Information Technology	4

COMPTON UNIFIED SCHOOL DISTRICT

EXHIBIT "B" (Continued)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Senior Director, Human Resources Certificated Personnel	5
Senior Director, Human Resources and Employee Development	5
Senior Director, Pupil Personnel Services	4
Chief, Facilities Officer	4
Risk Manager	4
Chief, School Police	4
Senior Director, Research & Evaluation	4
Senior Director, Athletics & Activities	4
Senior Director, Special Needs	4
Director of Personnel Commission	4, 5
Personnel Commissioners	5
Director of Communications	4
Consultant	6

EFFECTIVE:

Conflict of Interest Code
of the

CRESCENTA VALLEY WATER DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by
Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

CRESCENTA VALLEY WATER DISTRICT

EXHIBIT "A"

Types of business entities, business positions, investments, sources of income or real property reportable, according to the following disclosure categories as set forth for the designated positions listed on Exhibit B.

CATEGORY 1

Persons in this category shall disclose, in accordance with this Code, all interests in real property within the District, except personal residences or property use primarily for personal recreational purposes. Real property shall be deemed to be within the jurisdiction of the District if the property or any part of it is located within or not more than two miles outside the boundaries of the District or within two miles of any land owned or used by the District.

CATEGORY 2

Persons in this category shall disclose in accordance with this Code, all income from, investments in, and business positions with businesses that produce products or provide services of the type utilized by the District, including but not limited to areas of building materials; construction; motor vehicles; specialty vehicles; vehicle replacement parts; petroleum products; water quality testing; water transmission; water treatment; water distribution; geological tests and reports; maintenance; repair; safety; engineering; provision of water or power; brokering; accounting; auditing; banking; money management; law; insurance; printing; publication; and office equipment or office supplies.

CATEGORY 3

Persons in this category shall disclose, in accordance with this Code, all investments.

CATEGORY 4

Persons in this category shall disclose, in accordance with this Code, all investments in, or business positions with, and income from all banks, savings and loans, investment companies, and underwriters.

CRESCENTA VALLEY WATER DISTRICT

EXHIBIT "A" (continued)

CATEGORY 5

Consultants performing the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, consultants who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the District, or which could affect financial interests, and those consultants who, under contract, exercise primary responsibility for the management of public investments, shall be required to file Statements of Economic Interests disclosing reportable interests as determined by the General Manager of the District.

CRESCENTA VALLEY WATER DISTRICT

EXHIBIT "B"

Designated Positions

Disclosure Categories

General Manager

2, 3

Consultants

5

Public Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments, and must therefore make disclosure pursuant to Government Code Sections 87200, et seq.

Members of Board of Directors

Secretary/Treasurer

EFFECTIVE:

Conflict of Interest Code
of the

POMONA-WALNUT-ROWLAND JOINT WATER LINE COMMISSION

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by
Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

POMONA-WALNUT-ROWLAND JOINT WATER LINE COMMISSION

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

POMONA-WALNUT-ROWLAND JOINT WATER LINE COMMISSION

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Commissioners	1, 2, 3
Alternate Commissioners	1, 2, 3
Administrative Officer	1, 2, 3
Treasurer	1, 2, 3
Consultant	5

Effective:

Conflict of Interest Code
of the

TRI-CITIES REGIONAL OCCUPATIONAL PROGRAM (ROP)

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

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The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

(6/02) (Rev.)

TRI-CITIES REGIONAL OCCUPATIONAL PROGRAM (ROP)

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

TRI-CITIES REGIONAL OCCUPATIONAL PROGRAM (ROP)

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Members, Governing Board	1, 2, 3
Superintendent	1, 2, 3
Director of Business Services	4
Director of Program & Operations	4
Director of Curriculum & Instruction	4
Consultant	5

EFFECTIVE: